

## DIRECTIONS FOR COMPLETING NEW CURRICULUM EXHIBITS

The format of the curriculum exhibit sheets for regular education endorsements in IAC 282- Ch. 14 has changed to reflect the shift in licensing requirements established by the Board of Educational Examiners. The special education exhibits will not change until the new licensure rules in special education are approved. At that time new exhibit sheets will be developed in the same table format as these exhibits.

### *Professional Education Core:*

Each institution will file the professional education core on separate exhibits from those for individual endorsements. Complete an exhibit for the elementary education professional core and another for the secondary education core. List only those courses that all elementary or secondary students must take. Do not include courses unique to an individual major or endorsement program (see *Individual Endorsements* section below). File additional exhibits if you also offer graduate level licensure only programs, M.A.T. programs with professional core requirements that differ from those for undergraduate programs, and/or undergraduate programs that may have specialized professional education core courses such as music.

For each goal of the professional education core, identify the course number and title for each course identified in your assessment plan as addressing that area. For example, if your assessment plan specified that your foundations course, generic secondary methods course, content specific methods course, and student teaching all include content and/or competencies related to classroom management for secondary students, list all those courses EXCEPT the content specific methods course in the section/cell of the table for learning environment/ classroom management. Since the core is competency-based, you will probably list many more courses than you did on earlier curriculum exhibit sheets. Although you will not include syllabi and materials documenting the nature of your competency assessments, your methods and data related to task will be examined during state program reviews.

### *Individual Endorsements:*

Most of the curriculum exhibit sheets include sections for indicating both the content requirements and one or two of the professional education core requirements. Some endorsements have special methods courses and/or special student teaching course numbers associated with them. For example, secondary education students must take content-specific methods courses; K-12 majors such as music may have special student teaching sections set aside for their experiences. Those kinds of courses will be listed in the professional education core section for an individual endorsement.

The content sections for the endorsements require that courses be listed according to the content areas identified in the endorsement requirements. If state requirements are merely a certain number of hours in a content (e.g. 15 hours in earth science), the format is much more general. Examination of the curriculum exhibits sheets will reveal the differences in specificity according to endorsement. For many, if not most of your endorsement programs, you should be able to copy information from your current exhibit

sheets and paste it into the new ones. Also, most of the content sections include a column for designating the number of credit hours for each course. This is because the licensure requirements for most endorsements require a certain number of hours rather than the competency requirements of the core.

Majors and minors are not listed separately on these forms. If you should wish to designate the differences in requirements, do so by listing all the courses required for a major in the table. Place an asterisk (\*) beside the courses that would be taken for a 2<sup>nd</sup> teaching area/minor and put a notation explaining the asterisk under the table. If you plan to use these sheets as a tool when advising your students, you may use this procedure; however, listing only the courses required of every student being recommended for that endorsement is acceptable when submitting the exhibits to the state.

#### *Formatting & Submission Information:*

Most of the formatting and information requests are self-explanatory; however, below are several items to assist in preparing the documents.

- Table of contents: In previous materials this was called “Scope of Programs.” All endorsements are listed, including special education and vocational. Delete any endorsements that are not offered at your institution so that your table of contents includes only your approved endorsement programs. Insert the page number of the first page of the exhibit in the appropriate column. Also insert the name of the institution into the header of the Table of Contents.
- Name of institution: This information will be inserted into the header of the endorsement exhibits. This will identify the institution on every page and allow the name to be entered only once rather than on every endorsement.
- Page number: This information is also in the header of the endorsement exhibits. The assignment of page numbers will be done automatically unless you elect to make changes. Pagination is now set to number each individual page of the document.
- Date of program: Insert the date that the exhibit was submitted to the state. Be sure to change this date anytime you resubmit a program so that it reflects when it was changed and/or submitted.
- Cell size: Some of the cells in the various tables may appear to be too small for the number of courses you must enter in them. As you enter course numbers and titles, the cell size should automatically expand to accommodate your data.
- Page breaks: The page breaks currently within the table of contents section or a single endorsement exhibit reflect the information in a blank exhibit. Once institutional information has been added, these breaks may need to be changed. Be sure that breaks occur only between sections or cells in the table and not within a cell.
- Submission of documents: Submit 2 copies of the exhibits: one hard copy (three-hole punched, please) and one electronic copy. The electronic version can be sent as an e-mail attachment. It must be in either Rich Text Format or a Word document.
- Indicating changes: Some of these new exhibit sheets may reflect changes in the program and some may have the same information as the previously filed exhibits. Attach a cover sheet to the packet of hard copy exhibit sheets to identify endorsements that have changed and the nature of those changes.

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### I. Teaching - Other Areas

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14.20(1)	101	Athletic Coach	K-12
14.20(2)	102	Teacher-Elementary Classroom	K-6
14.20(3)	103	Teacher-Pre-K-Kindergarten	PK-K
14.20(4)	104	ESL	K-12
14.20(12)	106	Teacher-Pre-K-Grade Three	PK-3
14.20(13)	107	Teacher-Talented-Gifted	K-12
14.20(8)	108	School Media Specialist	K-6
14.29(9)	109	School Media Specialist	7-12
14.29(15)	182	Middle School	5-8

### II. Teaching - Subject Areas

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14.21(3)	115	Business-General	7-12
14.21(4)	116	Business-Office	7-12
14.21(5)	117	Business-Marketing/Management	7-12
14.21(6)	118	Driver and Safety Education	7-12
14.21(7)a	119	English/Language Arts	K-6
14.21(7)b	120	English/Language Arts	7-12
14.21(8)a	121	Foreign Language Chinese	K-6
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14.21(8)a	123	Foreign Language French	K-6
14.21(8)b	124	Foreign Language French	7-12
14.21(8)a	125	Foreign Language German	K-6
14.21(8)b	126	Foreign Language German	7-12
14.21(8)a	127	Foreign Language Japanese	K-6
14.21(8)b	128	Foreign Language Japanese	7-12
14.21(8)a	129	Foreign Language Latin	K-6
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14.21(9)b	138	Health	7-12	
14.21(10)	139	Home Economics-General	7-12	
14.21(11)	140	Industrial Technology	7-12	
14.21(12)	141	Journalism	7-12	
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14.21(13)b	143	Mathematics	7-12	
14.21(14)a	144	Music	K-6	
14.21(14)b	145	Music	7-12	
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14.21(17)e	154	Science-General Science	7-12	
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14.21(18)d	160	Social Science-Economics	7-12	
14.21(18)e	161	Social Science-Geography	7-12	
14.21(18)f	162	Social Science-History	K-6	
14.21(18)g	163	Social Science-Psychology	7-12	
14.21(18)h	164	Social Science-Social Studies	K-6	
14.21(18)i	165	Social Science-Sociology	7-12	
14.21(18)j	166	Social Science-World History	7-12	
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14.20(6)	173	Counselor	7-12	
14.20(10)	174	School Media Specialist	K-12	
14.20(11)	175	School Nurse	PK-12	
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### IV. Special Education

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15.2(3)a	206	M. D. Mod/Severe/Profound	PK-K	
15.2(3)b	207	M. D. Mod/Severe/Profound	K-12	
15.2(4)a	208	Learning Disabilities	K-6	
15.2(4)b	209	Learning Disabilities	7-12	
15.2(5)a	210	Physically Handicapped	PK-K	
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15.2(5)c	212	Physically Handicapped	7-12	
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15.2(6)c	215	Hearing Impaired	7-12	
15.2(6)d	216	Hearing Impaired:Itinerant Teacher		
15.2(7)a	217	Visually Impaired	PK-K	
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15.2(8)b	222	M/C Resource/Mild	7-12	
15.2(9)	223	Early Childhood Spec Ed	PK-K	
15.2(10)a	224	M/C Spec Class Integrated	PK-K	
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15.2(10)c	226	M/C Spec Class Integrated	7-12	
15.3(3)	230	Itinerant Hosp/Home Serv Tchr		
15.3(4)	231	Spec Education Media Specialist	ALL	
15.3(5)1	232	Supv Sp Ed/Inst Early Chldhd	PK-K	
15.3(5)2	233	Supv Sp Ed/Inst	K-12	
15.3(6)	234	Work Experience Coordinator	7-12	
15.3(7)	235	School Audiologist	ALL	
15.3(8)	236	School Psychologist	ALL	
15.3(9)	237	Speech/Lang Pathologist	ALL	
15.3(11)	239	Director Spec Education	ALL	
15.3(15)	240	School Social Worker	ALL	
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15.3(3)1b	242	Consultant: BD	Ages 5-21	
15.3(3)1c	243	Consultant: LD	Ages 5-21	
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16.1(1)c	302	Office Education	7-12	
16.1(1)d	303	Consumer/Homemaking Ed	7-12	
16.1(1)e	304	Occupational Home Economics	7-12	
16.1(2)	305	Multioccupations	7-12	
16.1(3)a	306	Health Occupations	7-12	
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16.7(1)	310	Librarian/Lrng Resource Specialist	Post-Sec	
16.7(2)	311	Media Specialist	Post-Sec	
16.7(3)	312	Counselor	Post-Sec	
16.7(4)	313	Curriculum Specialist	Post-Sec	
16.7(5)	314	Staff Development Officer	Post-Sec	
16.7(6)	315	Coach	Post-Sec	
16.8(1)	316	Instructional Administrator	Post-Sec	